Elective Surgery Information System (ESIS) User Manual

14th Edition 2011–12

Section 4 Business Rules

Download from the Department of Health web site at:
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ESIS Manual Sections

The Elective Surgery Information System (ESIS) Manual sections are:	
Glossary	Lists the terms and abbreviations used in the ESIS manual.
Section 1	**ESIS Manual Introduction** Provides information on the development and purpose of the ESIS data collection, data submission timeframes, scope and coverage, contact details and a list of relevant abbreviations.
Section 2	**Concept and Derived Item Definitions** Provides definitions of concepts that are the foundation of the ESIS collection and information that the department derives from the data submitted.
Section 3a	**Data Definitions - Data collection items** Details the specifications of data items relating to individual waiting episodes for reporting to ESIS.
Section 3b	**Data Definitions - Technical elements** Details the technical or database elements required for submission of ESIS data.
Section 4	**Business Rules** Draws together a number of concepts and data items as well as describing the technical functions of the ESIS processing.
Section 5	**Compilation and Submission** Specifies the required format of ESIS records submitted to AED. It includes details such as file naming conventions, file structures, reporting requirements, data security, test submission and system migration.
Section 6	**Editing** Each ESIS edit message is listed in this section in numerical order. The entry for each edit message describes the problem and the remedy.
Section 7	**Supplementary Code Lists** http://www.health.vic.gov.au/hdss/reffiles/index.htm

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SECTION 4: Business Rules

Introduction

This section provides business rules associated with reporting to the ESIS data collection. The business rules for ESIS are varied and relate both to the various data items, as well as providing technical information associated with reporting to the complex ESIS data collection.

Backdated data entry

Software vendors must provide hospitals with systems that have the capacity for data entry of additions, changes or deletions for Episode and Intra Episode Events that have occurred at some point in the past. This is necessary where:

- a waiting episode has not been correctly entered. This will, on discovery, require the original Clinical Registration Date and all other relevant dates to be entered
- a waiting episode has been wrongly removed at some point in the past and requires reinstating
- an Intra Episode Event that has been overlooked.

Refer to: Section 3a Clinical registration date

Section 3b: Event Type

Calculation of Total Waiting Time

The rules for calculating waiting time are extremely complex, given the multiple combinations of events that can occur within a waiting episode. In summary, waiting time is the count of the number of days that an episode is Ready For Care between the start date and the end date.

Step 1 – Start date

Start date for calculation: The start date for the waiting time calculation is usually the Administrative registration date. Exceptions to this are:

1.When the Administrative registration date is after the removal date or after the admission date, in which case the clinical registration date is used.

2. If an urgency category has increased, then the start date is the date the most recent urgency increase occurred. Please note that this means that if a record has had an urgency increase then it will have different start dates for the purpose of the calculation depending on whether the census date for the calculation is before or after the urgency increase.

Step 2 – End date

End date for calculation: For records that are:

a. not removed (ie Removal Date is either null or greater than census date) and not admitted (ie Admission Date is either null or greater than census date) at census date, then end date is the census date plus one day.

b. admitted (ie Admission Date is <= census date and Reason For Removal is W, S, X, B, I, M, U or Y) on or before census date regardless of whether removed or not at census date, then end date is admission date.

c. removed (ie Removal Date is <= census date) but not admitted (ie Reason For Removal is not null and not a value in number 2 above) at census date, then end date is removal date.

End dates for b. and c. above are summarised in Table 1:

Note:

If any of the removal details are (removal reason/ date of admin) not present then the values that are present are ignored. Eg. See episode

Table 1

Aggregation of Reason For Removal	Reason For Removal Code	Reason For Removal Description	End Date	Exception – i.e. what to do in case of erroneous data
Admitted Other	B	Treated Elsewhere for awaited procedure at a public facility	Admission Date	If Admission Date is blank or invalid for some other reason then substitute Removal Date
	I	Treated Elsewhere for awaited procedure at a private facility	Admission Date	
	M	Admitted for awaited procedure as emergency patient to this hospital	Admission Date	
	U	Treated Elsewhere for awaited procedure - unknown whether public or private	Admission Date	
	Y	Procedure received - neither planned nor emergency	Admission Date	
Admitted Planned	W	Admitted to this campus and has received the awaited procedure	Admission Date	
	X	Hospital arranged admission at other hospital	Admission Date	
	S	Treatment for proc arranged by ESAS	Admission Date	
Transfer	N	Transfer to non-ESIS public hospital	Use Removal date for these removal reasons as there is no admission date	
	T	Transfer to another ESIS campus/health service		
Not Admitted	O	Other reason for cancellation		
	Q	Surgery declined or not required		
	R	Died		
	F	Failure of Patient to arrive for treatment		
	Z	Not contactable		

Step 3 – Count the number of days between the start and end dates where the record is Ready For Care

The waiting time is the count of Ready For Care Days between the start and end dates. An episode is considered as Ready For Care for the duration of time denoted by the intra-episode Readiness event record with a value of "R".

Step 4 – Increases in urgency category

An increase in urgency category will reset the waiting time to zero. Counting of Ready For Care days begins at zero from the event date of the urgency increase.

Refer to the following examples:

Example 1

Clinical Reg Date: 15 May 11
Admin Reg Date: 20 May 11
Removal Date: 28 July 11
Admission Date: 27 July 11
Reason For Removal: W (i.e. admitted as planned for awaited procedure)

Intra-Episode Events for this record:

Episode_ID	Event_Type	Event_Date	SAD_Identifier	Event_Value
0000123456	Urgency	15052011		2
0000123456	Readiness	15052011		R
0000123456	Set SAD	26062011	00X 123456	27072010

For this record the waiting time calculation at the following census dates is:

Census Date	Waiting Time	Explanation
31 May 2010	12	Count of days RFC from Admin Reg Date to Census Date inclusive OR (Census Date – Admin Reg Date) + 1 day.
31 July 2010	68	Count of Days RFC from Admin Reg Date to Admission Date as reason for removal is W.

Example 2

Clinical Reg Date: 20 July 11
Admin Reg Date: 20 July 11
Removal Date: 31 August 11
Admission Date: 26 August 11
Reason For Removal: W (i.e. admitted as planned for awaited procedure)

Intra-Episode Events for this record:

Episode_ID	Event_Type	Event_Date	SAD_Identifier	Event_Value
0000567891	Urgency	20072011		1
0000567891	Readiness	20072011		C
0000567891	Readiness	24082011		R
0000567891	Set SAD	24082011	00X 456321	26082011

For this record the waiting time calculation at the following census dates is:

Census Date	Waiting Time	Explanation
31 July 2011	0	For all days from admin registration date to census date, patient is not ready for care
31 August 2011	2	Record became ready for care on 24 August, reason for removal is W, admission date 26 August used.

Example 3

Clinical Reg Date: 24 Mar 11
Admin Reg Date: 24 Mar 11
Removal Date: null
Admission Date: null
Reason For Removal: null

Intra-Episode Events for this record:

Episode_ID	Event_Type	Event_Date	SAD_Identifier	Event_Value
0000345678	Readiness	24 Mar 11		R
0000345678	Urgency	24 Mar 11		3
0000345678	Readiness	28 Apr 11		P

For this record the waiting time calculation is:

Census Date	Waiting Time	Explanation
31 Mar 11	8	This record's count of Ready For Care days is the number of days from 24 Mar to 28 April when the record became not ready for care. This record is not ready for care at the census dates on or after 28 April.
30 Apr 11	36	
31 May 11	36	

Example 4 – Change in Urgency category

Clinical Reg Date: 31 Jul 11
Admin Reg Date: 31 Jul 11
Removal Date: 27 Nov 11
Admission Date: 27 Nov 11
Reason For Removal: W

Intra-Episode Events for this record:

Episode_ID	Event_Type	Event_Date	SAD_Identifier	Event_Value
0000456789	Readiness	31072011		R
0000456789	Urgency	31072011		1
0000456789	Urgency	05082011		2
0000456789	Reason SAD Changed	14112011	00X741258	C
0000456789	Readiness	14112011		C
0000456789	Urgency	14112011		1
0000456789	Readiness	20112011		R
0000456789	Set SAD	20112011	00X963258	27112011

For this record the waiting time calculation is (just restricting to its last 3 months):

Census Date	Waiting time	Explanation
31 August 11	32	Number of ready for care days between admin reg date and census date plus one. Urgency decrease does not alter waiting time calculation.
30 November 11	7	The urgency increase from 2 to 1 on 14 Nov 11 reset the starting point to zero. The patient was made ready for care on 20 Nov 11 and was removed on 27 Nov 11. This record has had seven ready for care days after the urgency increase.

Example 5 – Administrative registration date is after removal date

Clinical Reg Date: 5 Dec 11
Admin Reg Date: 21 Dec 11
Removal Date: 13 Dec 11
Admission Date: 13 Dec 11
Reason For Removal: W

Intra-Episode Events for this record:

Episode_ID	Event_Type	Event_Date	SAD_Identifier	Event_Value
0000654321	Readiness	05122011		R
0000654321	Urgency	05122011		1
0000654321	Set SAD	06122011	00X987654	13122011

For this record the waiting time calculation is:

Census Date	Waiting Time	Explanation
31 Dec 11	8	The administrative reg date is after the removal date. Use of administrative reg date as the starting time would result in a negative number. Use clinical reg date instead of administrative registration date. Waiting time is the difference between 5 Dec and 13 Dec.

Note: The source code used by the Department of Health for calculation of waiting time is available upon request.

Cancellations

Cancellation after the patient has been admitted

While an admission cannot be cancelled after it has occurred, it is possible that the awaited procedure will be cancelled after the planned admission has commenced. In these instances the Reason SAD Changed event should reflect the reason the procedure was cancelled, and the Event Date can be later than the date of the admission. This will trigger an S287 Notifiable ('Scheduled Admission Date Exceeded'). Make sure the date of admission, removal date and reason for removal are set to blank.

Common Procedures not Considered Elective Surgery

The below procedures, which are taken from the National Health Data Dictionary (NHDD), are not considered to be elective surgery and are therefore not within the scope of ESIS.

Common Procedures NOT Part of Elective Surgery

Organ or tissue transplant procedures

Procedures associated with obstetrics (for example caesarean section, cervical suture)

Cosmetic / Aesthetic surgery except where listed in the Aesthetic procedures section of the Elective Surgery Access Policy, July 2009.

- Biopsy of:
    - Kidney (needle only)
    - Lung (needle only)
    - Liver and gall bladder (needle only)
- Bronchoscopy
- Peritoneal renal dialysis
- Haemodialysis
- Colonoscopy
- Endoscopic retrograde cholangio-pancreatography (ERCP)
- Endoscopy of:
    - Biliary tract
    - Oesophagus
    - Small intestine
    - Stomach
- Endovascular interventional procedures
- Gastroscopy
- Miscellaneous cardiac procedures (including pacemaker insertion)
- Oesophagoscopy
- Panendoscopy (except when involving the bladder)
- Proctosigmoidoscopy
- Sigmoidoscopy
- Anoscopy
- Urethroscopy and associated procedures
- Dental procedures not attracting a Medicare rebate
- Other diagnostic and non-surgical procedures.

Source: NHDD (METeOR Identifier 335048)

Australian Classification of Health Interventions (ACHI) codes for excluded and non-reportable procedures

For a listing of up-to-date ACHI procedure codes and block numbers for procedures that are excluded and non-reportable to ESIS, please refer to the following link on the HDSS website:

http://www.health.vic.gov.au/hdss/reffiles/index.htm

The 'non-reportable PPP code ACHI guide' document at the above link provides a list of ACHI codes for each Victorian Principal Prescribed Procedure (PPP) code that is non-reportable and excluded from ESIS reporting.

Note:

- Excluded PPP codes are coded as 200 and non-reportable PPP codes are assigned a PPP code of greater than or equal to 500.
- Non-reportable PPP codes are accepted in ESIS data extracts as it understood that bookings for these procedures are managed through the same waiting list management systems as ESIS reportable procedures. Episodes for patients waiting for non-reportable procedures will not be included in the state waiting list reporting.
- Excluded PPP codes (PPP code 200) must not be reported in ESIS data extracts.
- The 'non-reportable PPP ACHI guide' is based on ACHI 7th edition procedure codes.
- All procedures listed on Section 4 page 8, 'Common Procedures not Considered Elective Surgery' are included in the Victorian 'non-reportable PPP ACHI guide.'

Changing the PPP code from an ESIS excluded or non-reportable procedure to an ESIS included procedure

If because of a data entry error it becomes necessary to change an episode's PPP code from 200 to another value, the episode will change from being excluded to being reportable to ESIS.

There are several ESIS hospitals that do not report PPP codes that are greater or equal to 500. If these hospitals change the PPP code from a 500 to < 500, the episode will change from non-reportable to reportable to ESIS.

The above changes in PPP code may result in the following ESIS warning edits:

- S174 - New episode, old clinical registration date
- S386 - PPP for this episode has changed.

Changing the PPP code from an ESIS included procedure to an ESIS excluded or non-reportable procedure

If because of a data entry error it becomes necessary to change an episode's PPP code to 200, the episode will become one that is excluded from ESIS. Therefore the hospital system must create a deletion record to delete the episode from the DH ESIS database.

If a patient's clinical condition changes necessitating the allocation of a 200 PPP code, remove the episode from the waiting list with Reason for Removal code of 'Q - Surgery declined or not required.'

There are several hospitals that do not report PPP codes that are greater than or equal to 500. If these hospitals change the PPP code from less than 500 to a 500 PPP code, the episode will change from being reportable to non-reportable to ESIS. Therefore, hospitals that do not report PPP codes greater than or equal to 500 must create a deletion record to delete the episode from the DH ESIS database.

If a patient's clinical condition changes necessitating the allocation of a PPP code greater than or equal to 500, hospitals that do not report PPP codes greater than or equal to 500 must remove the episode from the waiting list with Reason for Removal code of 'Q - Surgery declined or not required.'

Deletion

Deletions are conceptually different from removals. A removal refers to the end of a valid waiting list episode that occurs on a Removal Date and has a Reason for Removal.

Deletion means deleting a record from a table because the record was never intended to be there in the first place.

For example

Patient 0012345678 is reported in error, instead of patient 0012345687. If patient 0012345678 should never have been reported, the record in the Patient Table can be deleted.

If a site transmits a deletion for:

- a patient:
  all episode and intra-episode events relating to that patient will also be deleted
- an episode:
  all intra episode events relating to that episode will also be deleted.

Deleting a submitted record

Where a record has been loaded in error, the reporting health service must submit a deletion trigger.

A deletion trigger must appear in the text file of the relevant table in the row containing the Primary Key of the record to be deleted.

Deletion triggers must only be submitted in the text files that are subsequent to (submitted later than) any text files containing an addition or a change for that record.

Patient Table deletion

To delete a record from the Patient Table the text extract should contain:

Patient Identifier (the primary key); **and**

word 'DELETE' in the Medicare Number field.

Note: Data in all other fields are ignored when a delete is processed.

Patient table deletion example:

Patient_ID	Medicare_Number	[Other fields..]
000X123456	DELETE	
[Other records…]		

Episode Table Deletion

To delete a record from the Episode Table the text extract should contain:

Episode Identifier (the primary key); **and**

word 'DELETE' in the Reason For Removal field.

Note: Data in all other fields are ignored when a delete is processed.

Episode table deletion example:

Episode_ID	Reason_For_Removal	[Other fields…]
000X123456	DELETE	
[Other records…]		

Intra Episode Table Deletion

To delete a record from the Intra Episode Table the text extract should contain the:

- Episode Identifier
- Event type
- Event date of the record you wish to delete (the composite of these three items forms the primary key for this table), and
- The SAD identifier
- word ‘DELETE’ in the Event Value field.

Intra episode table deletion example:

Episode_ID	Event_Type	Event_Date	SAD Identifier	Event_Value
0000123456	Set SAD	05092004	00X 123456	DELETE

Resubmitting a deleted record

If a reporting health service discovers that a delete trigger has been submitted in error, the reporting health service may re-submit the deleted record in a later extract. The Primary Key of the record must be the same so it will take the place of the previously deleted record.

All patient, episode and intra-episode events need to be included in the re-submission.

Intra Episode Events required for Registration

Each time a patient is placed on the elective surgery waiting list for a new waiting episode, the following Intra Episode Events must be reported upon registration of the patient.

- Clinical Urgency
- Readiness for Care

A change to Clinical Urgency is reported as an Intra Episode Event with:

- Event Type – Urgency
- Event Date – Date that the clinician reviewed and altered the patients' Clinical Urgency.

Merging Patient Identifiers

Occasionally one patient may acquire two or more Patient Identifiers. This situation may require merging the patient records into one of the existing Patient Identifiers, or the creation of a new one. To ensure the changed Patient Identifier data are reported to ESIS, health services will have to submit a 'merge' extract that identifies the:

- Patient Identifier or Identifiers to be ceased.
- Patient Identifier to be retained.

Both Patient Identifiers must be loaded in the ESIS editing database for the merge to be successful. Merges will be processed after patient records have been validated. This means that new patient records affected by merges can be sent in the same submission as the merge. The data associated with the patient identifier to be retained takes precedence over data in the other merged records.

For example:

Patient ID
X123

Episode ID	Patient ID
1234	X123
3333	X123

Patient ID
Y115

Episode ID	Patient ID
2546	Y115
9898	Y115

In the diagram above, the reporting Health Service discovers that X123 and Y115 is the same patient.

The reporting Health Service decides to retain Patient Identifier X123, therefore, submits the following:

Merge Table	
Ceased_Patient_ID	**Retained_Patient_ID**
000000Y115	000000X123

In the following example the Health Service discovers that X123, Y115 and Z107 is the same patient. They decide to create a new Patient Identifier (A001) in which to merge the existing records. The merge table will be submitted as follows:

Merge Table	
Ceased_Patient_ID	**Retained_Patient_ID**
000000Y115	000000A001
000000X123	000000A001
000000Z107	000000A001

There is no requirement to submit any episode or intra episode event records.

Patient Identifiers Merged in Error

To unmerge records merged in error, submit the 'merge' extract again but this time with the word UNMERGE in place of the Ceased Patient Identifier. Following on from the previous example, the resubmitted merge extract would be as follows:

Merge Table	
Ceased_Patient_ID	**Retained_Patient_ID**
UNMERGE	000000A001

There is no requirement to submit any episode or intra episode event records.

Transfer of Ownership of Waiting Episode

An ESIS waiting episode may be transferred from one ESIS reporting campus or health service to another ESIS reporting campus or health service. The transfer must be reported to ESIS.

A waiting episode is not reported as transferred between campuses of a health service reporting to ESIS at the health service level. This is simply reported as a change in the Treatment Campus field.

Transfer of ownership of a waiting episode will involve dialogue between the health service sending the episode and the health service receiving the episode. It needs to cover the following:

- an agreed transfer date. This date represents the Removal Date from the sending health service and Clinical Registration Date at the receiving health service. It cannot be a future date.
- the current Readiness for Care.
- the current Urgency Category.
- the sending health service informing the receiving health service of the Episode Identifier.
- the sending health service informing the receiving health service of the sending health service's Campus Code (or Health Service Code).

When a transfer of ownership of a waiting episode occurs from any health service to an ESIS health service, the following reporting requirements apply:

Sending ESIS campus/health service:

Reason for Removal	T	Transfer of waiting episode to another ESIS Campus/Health service
Removal Date	Agreed transfer date	
Destination	Campus (or Health Service) Code of the receiving campus (or Health Service).	

Receiving ESIS campus/health service:

Source of Referral	2	Referral from waiting list at other ESIS campus/health service
Previous Identifier of Transferred Episode	NNNNXXXXXXXXX	
Clinical Registration Date	Agreed transfer date	
Intra Episode Event Date (initial)	Agreed transfer date	

Scheduling or Booking

When reporting the scheduling of an admission, there are two aspects to consider:

- The setting of a Scheduled Admission Date (the ‘Set SAD’ event) and
- The reason a Scheduled Admission Date changes (the ‘Reason SAD Changed’ event)

Reporting the setting of an SAD for a particular episode requires the:

- date on which the scheduling (or booking) is done (this is the event date)
- SAD (the proposed date of admission - this is the event value)
- system generated SAD Identifier (used to link the setting of a SAD to its reason for change)

Reporting the reason a Scheduled Admission Date changes for a particular episode requires:

- That a SAD has already been set
- The date on which the need to change the SAD occurred (this is the event date)
- The reason the SAD changed (this is the event value)
- The system generated SAD identifier (used to link the setting of a SAD to its reason for change)

The change of a SAD can occur on or after the date the SAD was originally set and an episode can have multiple pairs of these events. A ‘Reason SAD Changed’ event must always have a related ‘Set SAD’ event. All but the latest ‘Set SAD’ event for an episode must have a related ‘Reason SAD Changed’ event. The latest ‘Set SAD’ event will also require a ‘Reason SAD Changed’ event where the Scheduled Admission Date has passed.

Once a Scheduled Admission Date has been set, it may be impacted by a variety of events. The scheduled admission may:

- be brought forward (the next SAD that is set will be earlier than the previous one)
- be postponed (the next SAD that is set will be later than the previous one)
- be cancelled (no new SAD has been set yet, episode not removed)
- go ahead as planned
- go ahead, but not as planned
- not go ahead at all (the patient no longer requires the surgery and this episode is therefore removed from the list).

Scheduled Admission Date brought forward:

The SAD is brought forward if the new SAD is earlier than the previous SAD.

Scheduled Admission Date brought forward example:

The patient is scheduled on 12 November 2011, for admission on 28 November 2011. Later on 12 November, an earlier theatre slot becomes available on the 19th November.

Episode_Identifier	Event_Type	Event_Date	Event_Value	SAD_Identifier
0000123456	Set SAD	12112011	28112011	0000000101
0000123456	Reason SAD Changed	12112011	130	0000000101
0000123456	Set SAD	12112011	19112011	0000000677

Scheduled Admission Date postponed:

The SAD is postponed if the new SAD is later than the previous SAD.

Scheduled Admission Date postponed example:

The patient is scheduled on 12 November 2011, for admission on 28 November 2011. On 26 November 2011 it becomes apparent that the admission will not be going ahead on the 28th, and the patient is rebooked for 5 December 2011.

Report the Reason For Scheduled Admission Date Change event as occurring on the same event date as the new set SAD.

Episode_Identifier	Event_Type	Event_Date	Event_Value	SAD_Identifier
0000123456	Set SAD	12112011	28112011	0000000101
0000123456	Set SAD	26112011	05122011	0000000677
0000123456	Reason SAD Changed	26112011	110	0000000101

Scheduled Admission Date cancelled:

Where a patient's admission is cancelled (no new SAD has been set) 'Reason SAD Changed' event is required but a new 'Set SAD' event is not. The 'Reason SAD Changed' event must have an Event Date that is greater than or equal to the 'Set SAD' event date, and less than or equal to the end date of the extract in which it is reported.

Scheduled Admission Date cancelled example:

The patient is scheduled on 12 November 2011 for admission on 28 November 2011. When the SAD arrives it is determined that the patient is not currently suitable for the awaited procedure. It is unknown at that time when the next opportunity to perform the procedure will arise.

Report the 'Reason SAD Changed' event as occurring on the date the procedure is cancelled. Where data entry relating to this is performed at some point after the SAD has passed, software should allow users to backdate the Event Date to the time the SAD was cancelled.

(Extract end date: 2 December 2011)

Episode_Identifier	Event_Type	Event_Date	Event_Value	SAD_Identifier
0000123456	Set SAD	12112011	28112011	0000000101
0000123456	Reason SAD Changed	28112011	121	0000000101

Admission goes ahead as planned:

Example:

The patient is scheduled on 12 November 2011 for admission on 28 November 2011 and gets admitted as planned on that date (note the Removal Date - the date the procedure is performed - is independent of this business rule as it may be after the Date of Admission). The event value must equal the date of admission.

Intra Episode Level Data:

Episode_Identifier	Event_Type	Event_Date	Event_Value	SAD_Identifier
0000123456	Set SAD	12112011	28112011	0000000101

Episode Level Data:

Episode_Identifier	Reason_For_Removal	Removal_Date	Date_Of_Admission	[Other fields]
0000123456	W	29112011	28112011	…

Patient is admitted for procedure as an Emergency:

Patient is admitted for procedure as an emergency example:

The patient is scheduled on 12 November 2011 for admission on 28 November 2011 and gets admitted as an Emergency for the awaited procedure on 26 November. Note the SAD and Removal Date are after the Date of Admission.

The event value must be on or later than the Date of Admission.

Intra Episode Level Data:

Episode_Identifier	Event_Type	Event_Date	Event_Value	SAD_Identifier
0000123456	Set SAD	12112011	28112011	0000000101

Episode Level Data:

Episode_Identifier	Reason_For_Removal	Removal_Date	Date_Of_Admission	[Other fields]
0000123456	M	27112011	26112011	…

Patient receives awaited procedure elsewhere:

Patient receives awaited procedure elsewhere example:

The patient is booked on 12 November 2011 for admission on 28 November 2011 and is admitted instead at a private hospital on 17 November 2011.

Intra Episode Level Data:

Episode_Identifier	Event_Type	Event_Date	Event_Value	SAD_Identifier
0000123456	Set SAD	12112011	28112011	0000000101

Episode Level Data:

Episode_Identifier	Reason_For_Removal	Removal_Date	Date_Of_Admission	[Other fields]
0000123456	I	17112011	17112011	…

Note:

- If the patient is treated elsewhere (B, U, I, S or X) and the most recently set SAD is earlier than the date of admission, it must be accompanied by its 'Reason SAD Changed' event.
- If the patient is treated elsewhere, the Date of Admission and the date of procedure (the Removal Date) may not be readily available. In these cases use the best information available at the time as a plausible estimate for date of admission and date of procedure.
- Do not report booking events that occur at other organisations (if reporting as a campus this means organisations other than your campus, if reporting as a Health Service, this means organisations other than your Health Service).

Reporting multiple bookings and cancellations for an episode on a single day:

It may transpire that a patient is booked and cancelled multiple times within a single day. If hospital systems store all these bookings as individual transactions, they are able to report all to Department of Health.

Reporting multiple bookings and cancellations for an episode on a single day example:

Three attempts were made to book the patient on 12 November.

Episode_Identifier	Event_Type	Event_Date	Event_Value	SAD_Identifier
0000123456	Set SAD	12112011	28112011	0000000001
0000123456	Reason SAD Changed	12112011	121	0000000001
0000123456	Set SAD	12112011	1112011	0000000002
0000123456	Reason SAD Changed	12112011	121	0000000002
0000123456	Set SAD	12112011	0512011	0000000003
0000123456	Reason SAD Changed	12112011	121	0000000003

Editing

The following are examples of **incorrect** data and the edits they will trigger:

S287 Scheduled Admission Date Exceeded:

Scheduled admission date Exceeded example:

Episode not removed, end date of extract: 30 December 2011.

Intra Episode Level Data:

Episode_Identifier	Event_Type	Event_Date	Event_Value	SAD_Identifier
0000123456	Set SAD	12112011	28112011	0000000101

Episode Level Data:

Episode_Identifier	Reason_For_Removal	Removal_Date	Date_Of_Admission	[Other fields]
0000123456				…

S417 Scheduled Admission Date Changed Without Reason for Change:

Scheduled admission date changed without reason for change example:

The SAD was set on 12 November and reset on 13 November. No 'Reason SAD Changed' event has been reported.

Episode_Identifier	Event_Type	Event_Date	Event_Value	SAD_Identifier
0000123456	Set SAD	12112011	28112011	0000000101
0000123456	Set SAD	13112011	05122011	0000000102

Assuming the episode was cancelled on 12 November, the following should have been reported. Note the SAD identifier for the Reason SAD Changed event is equal to the SAD identifier of the initial Set SAD event.

Episode_Identifier	Event_Type	Event_Date	Event_Value	SAD_Identifier
0000123456	Set SAD	12112011	28112011	0000000101
0000123456	Reason SAD Changed	12112011	120	0000000101
0000123456	Set SAD	13112011	05122011	0000000102

S418 Reason For SAD Change Reported, But No Admission Currently Scheduled:

Reason for SAD change reported, but no admission currently scheduled example 1:

Episode_Identifier	Event_Type	Event_Date	Event_Value	SAD_Identifier
0000123456	Reason SAD Changed	13112011	120	0000000102

Assuming the above data is correct, and the SAD was set on the previous day, report the following:

Episode_Identifier	Event_Type	Event_Date	Event_Value	SAD_Identifier
0000123456	Set SAD	12112011	28112011	0000000102
0000123456	Reason SAD Changed	13112011	120	0000000102

Reason for SAD change reported, but no admission currently scheduled example 2:

Here the episode has had SADs set before, but all have since had changes reported. The change for SAD identifier '0000000104' has been reported but not the initial 'Set SAD' event for '0000000104'. The below example would generate edit S418.

Episode_Identifier	Event_Type	Event_Date	Event_Value	SAD_Identifier
0000123456	Set SAD	12112011	28112011	0000000102
0000123456	Reason SAD Changed	13112011	120	0000000102
0000123456	Set SAD	13112011	15122011	0000000103
0000123456	Reason SAD Changed	14112011	120	0000000103
0000123456	Reason SAD Changed	15122011	120	0000000104

Assuming the above data is correct, the following should be reported:

Episode_Identifier	Event_Type	Event_Date	Event_Value	SAD_Identifier
0000123456	Set SAD	12112011	28112011	0000000102
0000123456	Reason SAD Changed	13112011	120	0000000102
0000123456	Set SAD	13112011	15122011	0000000103
0000123456	Reason SAD Changed	14112011	120	0000000103
0000123456	Set SAD	15122011	20122011	0000000104
0000123456	Reason SAD Changed	15122011	120	0000000104

S427 SAD Identifier Previously Reported For this episode:

SAD identifier previously reported for this episode example:

The following episode has reported SAD Identifier '0000000102' for two different 'Set SAD' events.

Episode_Identifier	Event_Type	Event_Date	Event_Value	SAD_Identifier
0000123456	Set SAD	12112011	28112011	0000000102
0000123456	Reason SAD Changed	13112011	120	0000000102
0000123456	Set SAD	14112011	05122011	0000000102

Refer to: Section 3

Data Definitions

Event Date

Event Type Set SAD

Event Type Reason SAD Changed

Reason For Scheduled Admission Date Change

SAD Identifier and Scheduled Admission Date.

Tabular business rules

Reason for Removal and Date of Admission

Reason for Removal	Date of Admission
W, M, Y, B, I, U, S, X,	Valid date (DDMMCCYY)
N, T, R, Z, Q, F, O, Null	Null

Reason for Removal and Destination

Reason for Removal	Destination
N	Valid non-ESIS Campus code
S	Valid ESAS treatment Campus code
X	Valid Campus code
T	Valid ESIS submission health service Campus code
W, M, Y, B, I, U, R, Z, Q, F, O	Null

Reason for Removal, Date of Admission and Scheduled Admission Date

Reason for Removal	Date of Admission	Scheduled Admission Date
Y, M	Greater than Clinical Registration Date	Null or valid SAD
W	Equal to SAD	Equal to Date of Admission